



## Embedding the patients association charter for swallowing and medicines into your home

Top ten tips for ensuring that the charter is embedded into the culture within your home

- 1) Introduce the charter at a staff management meeting and discuss how they believe it could be best implemented within the home: <http://www.carehomecharter.org/>
- 2) Provide a copy of the charter to all staff, residents and relatives and place a copy on prominent display. <http://carehomecharter.org/care-home-charter.php>
- 3) Ask the care home manager to visit the care home charter website and complete the on-line assessment to obtain a certificate confirming the home's commitment to the charter and place in a prominent location within the home. <http://www.carehomecharter.org/>
- 4) Require all new staff to visit the care home charter website, watch the healthcare professional videos and complete the on-line assessment to obtain a certificate, which confirms their commitment to the charter and place in a prominent location within the home. <http://www.carehomecharter.org/>
- 5) Train staff to identify possible signs and symptoms of dysphagia. <http://www.carehomecharter.org/identifying-dysphagia>
- 6) Introduce the charter and website within your staff bulletin.
- 7) Introduce staff to Newt Guidelines or Swallowing Difficulties website to show them where they can find information on what to do when a resident has swallowing problems. <http://www.carehomecharter.org/resources>
- 8) Identify a senior member of the team to undertake the on-line course (MOOC) to enable them to develop a better understanding of the administering medicines to residents with dysphagia. <https://www.futurelearn.com/courses/dysphagia?lr=25>
- 9) Incorporate the standards for the charter into the different audits performed within the home. <http://www.carehomecharter.org/documents/Care%20Home%20Charter%20for%20Swallowing%20Medicines%20Audit%20checklists.pdf>
- 10) Incorporate the charter recommendations into your electronic care plans. <http://www.carehomecharter.org/documents/Care%20plan%20reminder%20template.pdf>